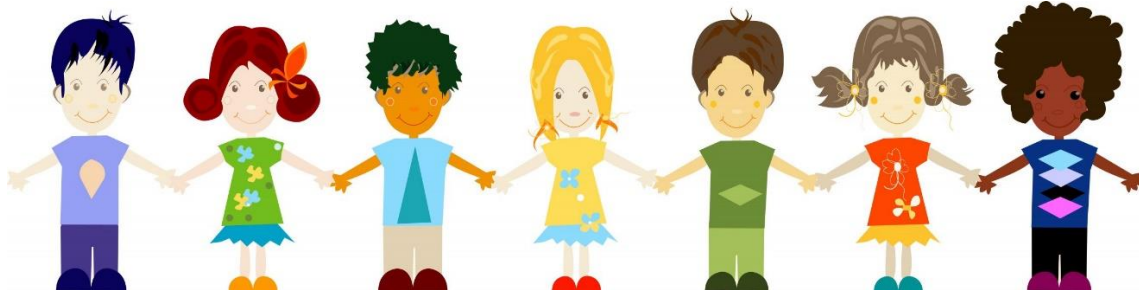




Policies for Garchen Children Practice at Drikung Dharma Surya Center



Garchen Children Practice program is open to all kids ages 5 through 12 years old.

TEACHERS: will provide quality leadership in all children's programs.

1. All teachers at Garchen Children Practice will be a member of the sangha and/or have attended DDSC for at least 6 months before they teach. Teachers must be 18 years of age or older. Assistants must be 16 years or older and approved by the teachers.
2. All Garchen Children Practice teachers are expected to study curriculum and to plan activities so that appropriate spiritual education can take place. Craft supplies are available for use in the classroom.
3. Teachers and assistants are expected to enforce discipline policies listed below. Teachers are asked to contact parents as soon as possible concerning any discipline issues that required more than just a verbal warning to the child or a period of time out.
4. In the event of an emergency evacuation, the teachers and assistants are to lead the children out of the building to the parking lot at the front and proceed away from the building if necessary. Once attendance is taken and all are accounted for then the children can be released to the parents.
5. Teachers and assistants are to contact a board member by Wednesday if they cannot teach that coming Sunday (unless it's an emergency).

PARENTS: to make sure your child's experience with Garchen Children Practice most meaningful, you can:

1. Be involved. We encourage parental involvement in all children's programs.
2. In the interest of safety and security of your child we ask that parents or responsible adult stay on the temple grounds and available to staff or volunteers while the child attends Garchen Children Practice program.
3. In the event of an emergency evacuation, the children will be led to the parking lot at the front of the temple. Once attendance is taken and all are accounted for then the children can be released to their parents.
4. To make your child's learning and practice the most effective, we encourage you to ask your child what he/she did in Garchen Children Practice each week as well as help your child complete any take home exercises they received in class.
5. Please complete and return Garchen Children Practice registration form for each child annually so we can best meet the needs of your child.
6. To eliminate the number of disruptions during Garchen Children Practice program, please have your child eat and use the restroom prior to the start of class.
7. Please encourage your child not to bring toys or food to Garchen Children Practice. Teachers have worked hard to provide the proper learning tools for your child and outside toys and food can be disruptive.
8. Review the Discipline Plan with your child on a regular basis. Please be supportive and encouraging to the volunteers who may need to call to ask for your help to enforce this plan.



CHILDREN: Children are offered an environment that encourages appropriate behavior. Parents should go over with their child what is expected in the classroom to promote self-discipline.

1. In the classroom
 - A. Treat other members kindly and respectfully
 - B. Respect elders
 - C. Participate in all planned activities
 - D. Respect self, others, and property.
2. Consequence
 - A. To inspire appropriate behaviors, encouragement and small reward may be given to those children who abide classroom rules at the end of the class.
 - B. For those who cannot follow the rules, the teacher may request the help from the parents or responsible adult to come downstairs and be with their children.
 - C. Parents are encouraged to discuss and reinforce positive behavior to their children.

The Board will provide support, encouragement, and enforcement of this discipline plan.



ALL: Drikung Dharma Surya Center will provide a healthy, secure, and safe teaching environment.

1. A teacher and an assistant should be with each group of children at all times. If in the event there is not a teacher and an assistant available to conduct Sunday school, then class will be cancelled for that week.
2. Bathroom procedure: A group of children or child needing to use the bathroom will be escorted by the assistant. The assistant is to remain outside and within eye contact of the restroom door while the children use the restroom.
3. All children attending Garchen Children Practice program need to be picked up from the class room by a parent or guardian by 12:15 PM. Parents are asked to wait until the children are dismissed. If the child needs to leave early, please notify the teacher.
4. Children who have contagious illness such as cold/flu, upset stomach, diarrhea, pink eye, etc ... or should rest and care for home.
5. Teachers are not permitted to give medication to any child.
6. To avoid possible food allergies, food will not be served during class.

